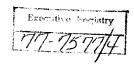
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29 AUG 1977



MEMORANDUM FOR:	Acting Deputy Director of Central Intelligence				
FROM :	F. W. M. Janney Director of Personnel				
SUBJECT :	FY 77 APP Counseling Cases				
REFERENCES :	 (a) Memo for DD's and Ch. Exec. Career Ser. fr D/Pers dtd 10 Jun 77, subj: FY 77 APP (b) Memo for DDCI fr D/Pers dtd 5 May 77, subj: FY 77 APP 				
1. Action	Requested: None; for information only.				
2. The FY 77 APP required the Career Services to report the number of employees ranked in the low percentile due to weak or poor performance					
3. Of the FY 77 APP totals the DDI reported and the DDS&T reported employees in the combined two categories of interest. On					
the special name report requested by reference (a) the DDI listed by name only and DDS&T listed. The discrepancies were caused by double and triple counting and erroneous inclusions in the Directorate APP. The DDO and DDA reports essentially matched their APP submissions.					
4. Two charts providing a statistical accounting of the Career Service name listings are forwarded herewith as Attachment A. Of the identified in the two year group have been or will be resolved by 30 September by retirement, resignation or improved performance.					
Of the low rabe resolved in 1	ike manner by 30 September.	25X1			

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- 5. Attachment B to this memorandum is a list by Career Service of the counseling cases and includes information such as age, grade, descriptor for the individuals and a statement regarding the action taken. It is divided into two sections, cases already resolved and those still in process.
- 6. You will note on Attachment B individuals whose performance does not merit their being ranked in the low percentiles. These individuals have been placed on the list by their components because they are truly excess to the needs of the Service or as a result of numerical ranking, such individuals will not be closely monitored by the Office of Personnel. Those cases which are due to weak or poor performance that have not yet been resolved will be monitored by the Office of Personnel and status reports on their progress will be requested quarterly. Those we intend to monitor are indicated on Attachment B by brackets.

r.	W.	Μ.	Janney /	

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Atts.

As Stated